

INSTRUCTIONS: Complete and return to
PEG BRANSON

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
DIVISION FOR LIBRARIES, TECHNOLOGY, AND COMMUNITY LEARNING
125 SOUTH WEBSTER STREET
P.O. BOX 7841
MADISON, WI 53707-7841

		GENERAL INFORMATION					
Project Title							Project Number
Name of Library, System, or Other Organization Administering Project				Project (	Category		
Person Designated as Administrator of Project		Telephone Area/No.		E-mail Address			
Person Completing Form		Telephone Area/No.		E-mail A	ddress		
Total Federal Funds Awarded	Total Federal Fund	eral Funds Used		Estimated Number of People Served by this Project		Date Su	bmitted Mo./Day/Yr.
PROJECT EVALUATION							

1. Describe the project (what was done, when, how, and by whom).

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## PROJECT EVALUATION (continued)

2. List the objectives from the original project proposal and describe the end results or outcomes, including any changes made in the project objectives during the year.

**Special Needs Projects Only:** Explain how partnering agencies were involved in the evaluation process. In the case of system projects involving independent activities in member libraries, rather than or in addition to systemwide activities, systems should list each library, the project undertaken, participating partnering agencies, and the outcome of each project.

## **PROJECT EVALUATION (continued)**

3. What plans, if any, have you made for follow-up or continuation of this project?

4. Comments (Examples of matters that might be addressed: Did you encounter any problems while implementing this project that would make it difficult to implement elsewhere? Do you think things could be done to make projects like this one more successful?)

5. Attach to this form any materials relevant to this project evaluation, such as survey questions, comparative statistics, news clippings, testimonial letters, reports, and reactions from participants or residents of the community. If your project resulted in bibliographies, brochures, handbooks, catalogs, etc., please attach a copy of each.

Special Needs Projects Only: Include copies of materials used in marketing the project.